



Mohammad Adnan Qureshi

Sangri Colony near Masjid Madinah Baramulla,
Jammu & Kashmir -193101

Dated: January 30, 2023

Intent To Offer

Dear Mohammad,

On behalf of XL India Business Services Private Limited (hereinafter "Company"), we are pleased to appoint you as **Analyst – Policy Management** at Band A and confirm the terms and conditions of your employment from the date of joining with effect from **July 25th, 2023** and location of work will be Bangalore.

Annual Total Fixed Compensation

Your Annual Total Fixed Compensation is Indian Rupee (INR) **350,000** – Rupees Three Lac Fifty Thousand Only.

Date of First Salary Review

Your first salary review will be on April 1, 2024.

Submission of copy of Aadhaar card is pre-requisite and has to be completed before the joining date.

1. Background Check: This offer is subject to a positive background check constituting educational qualifications with minimum 50% aggregate, previous employments, permanent address verification and criminal record check. This offer will be null and void, in case of receipt of negative background check on either of the above grounds or non-submission of copy of Aadhaar card.

2. This intent of offer will be followed by an appointment letter which will contain detailed employment related terms, including but not limited to Confidentiality, Compliance to our Code of conduct of company, Probation period, termination etc.

In case of any conflict in any of the conditions mentioned here with the Appointment letter, then the terms mentioned in the Appointment letter will prevail.

Kindly note that this Letter of Intent is subject to final decision by the Company and the Company reserves the right to revoke it before the date we issue Appointment Letter or before your actual planned date of joining, whichever is earlier. In such case, Company will notify you, at least 15 days on advance from the date of joining suggested to you.

If this offer is acceptable to you, please return the duplicate copy of this letter duly signed as an indication of your acceptance. We look forward to your joining XL India Business Services Private Limited. Feel free to call me in case you have any questions.

Yours truly,

Prajita Gupta
Assistant Vice President - Human Resource
XL India Business Services Private Limited

Note :On receipt of the positive background check, an appointment letter will be issued to you to replace this offer incorporating similar terms, along with employment agreement.



Compensation & Benefits Portrait	
	Figures (INR)
Fixed Cash	
Basic	182,000
House Rent Allowance	109,200
Special Allowance	36,960
Retirals	
Employer Provident Fund	21,840
Total Fixed Compensation (TFC)	350,000

	Figures (INR)
Variable	
Gratuity	16,827
Target Bonus <i>Based on Individual & Company Performance Includes applicable statutory bonuses (if any)</i>	28,000
Total Variable	44,827
**Other Allowance	
Annual Smart Working Allowance	108,000

	Figures (INR)
#Total Targeted Compensation	502,827

Pre-Tax Monthly Compensation	Earnings	Deductions
Basic	15,167	
House Rent Allowance	9,100	
Special Allowance	3,080	
**Smart Working Allowance	9,000	
Employee Provident Fund		1,820
Monthly Take Home Pre Tax	34,527	

**Benefits	Figures (INR)
Annual Executive Health Check-up/Dental <i>Family</i>	10,000
*Family Medical Insurance <i>Family</i>	500,000
Accidental Insurance <i>Cover for Self</i>	1,050,918
Life Insurance <i>Cover for Self</i>	1,050,918

*Family: Self + 5 Dependents (combination of Spouse/ 2 children/ one set of Parents or Parent In laws/ Siblings (below the age of 21 or differently abled))

** "Benefits" & "Other Allowances" are subject to company policy & may change in the future at the discretion of the Company.

#Total Targeted Compensation includes Total Fixed Compensation (TFC), Total Variable and Other Allowance.

Company allotted parking is subject to availability & chargeable as per the policy.

Professional tax, if applicable will be deducted as per the state regulations.